



WASHOE COUNTY

Integrity Communication Service

www.washoecounty.gov

STAFF REPORT

BOARD MEETING DATE: January 20, 2026

DATE: December 26, 2025

TO: Board of County Commissioners

FROM: Jamie Hemingway, Development Officer, Library
775-327-8360, JHemingway@washoelibrary.org

THROUGH: Debi Stears, Collection Development Manager, Library
775-327-8349, DDStears@washoecounty.gov

SUBJECT: Recommendation to approve 2025 Library Services and Technology Act (LSTA) Business Resource Center Award funds in the amount of [\$35,000.00; 10% County match required] for print and digital business materials, awarded to Washoe County Library by the Nevada State Library, Archives and Public Records through the Institute of Museum and Library Services for the retroactive grant period of September 1, 2025 to September 30, 2026; if approved, to direct Finance to make the necessary budget amendments. (All Commission Districts.)

SUMMARY

Washoe County Library seeks approval of 2025 Library Services and Technology Act (LSTA) Business Resource Center Award funds in the amount of [\$35,000.00; 10% County match required] for print and digital business materials to benefit individuals seeking to launch or grow a business, advance in their careers, or venture into new employment.

The Washoe Board of County Commissioners must accept grant awards and must approve amendments to the adopted fiscal year budget and direct the Comptroller's Office to make the necessary budget amendments.

Washoe County Strategic Objective supported by this item: Innovative Services

PREVIOUS ACTION

No previous action.

BACKGROUND

Washoe County Library System applied for a 2025 Library Services and Technology Act (LSTA) grant through the Nevada State Library, Archives and Public Records. The Library System was awarded funds in the amount of \$35,000.00 for the purchase of business-themed ebook, audiobook, and print titles. The goal of the project is to create a business collection aimed at entrepreneurs, small business owners, job seekers, and professionals throughout Washoe County, including those in rural communities who may not be able to travel to visit a library.

Retroactive approval is sought due to requested revisions to the Business Resource Center project plan by the Nevada State Library, Archives and Public Records.

GRANT AWARD SUMMARY

Project/Program Name: 2025 Library Services and Technology Act (LSTA) Business Resource Center Award

Scope of the Project: Washoe County Library will curate a robust collection of business-focused ebooks, audiobooks, and print materials. This initiative will support aspiring entrepreneurs, small business owners, and job seekers with flexible, accessible learning tools tailored to Nevada's growing economic landscape.

Benefit to Washoe County Residents: The grant funds will increase access to digital materials for professionals throughout Washoe County who may not have the ability to travel to a library. It is also expected to decrease wait times for high-demand, business-themed materials.

On-Going Program Support: N/A

Award Amount: \$35,000.00

Grant Period: September 1, 2025-September 30, 2026

Funding Source: Institute of Museum and Library Services

Pass Through Entity: Nevada State Library, Archives and Public Records

Assistance Listing #/CFDA: 45.310

Grant ID Number: LS-259191-OLS-25

Match Amount and Type: Washoe County Library will supply the required matching funds of \$3,500.00 for the purchase of additional business-planning materials and the marketing and promotion of the project.

Sub-Awards and Contracts: N/A

FISCAL IMPACT

Should the Board accept this grant award and approve these amendments, the FY26 Washoe County Library adopted budget will be increased by \$35,000.00 in both revenues and expenditures in the following accounts:

Cost Object & Description	G/L Account & Description	Amount
IO-12628 – LSTA Grant	431100 – Federal Grant Revenue	\$35,000.00
IO-12628 – LSTA Grant	710316 – Library Materials	\$35,000.00

Total estimated project funds amount to \$38,500.00. Sufficient budget authority exists in FY26 General Fund (130100) Library Materials (710316) to fund expenditures of \$3,500.00 in excess of the grant award amount of \$35,000.00. Nevada State Library, Archives and Public Records will reimburse Washoe County Library the remaining \$35,000.00 for materials expenditures. No ongoing and future expenditures are associated with this grant.

RECOMMENDATION

It is recommended that the Board of County Commissioners approve 2025 Library Services and Technology Act (LSTA) Business Resource Center Award funds in the amount of [\$35,000.00; 10% County match required] for print and digital business materials, awarded to Washoe County Library by the Nevada State Library, Archives and Public Records through the Institute of Museum and Library Services for the retroactive grant period of September 1, 2025 to September 30, 2026; if approved, to direct Finance to make the necessary budget amendments.

POSSIBLE MOTION

Should the Board agree with staff's recommendation, a possible motion would be: *“Move to approve 2025 Library Services and Technology Act (LSTA) Business Resource Center Award funds in the amount of [\$35,000.00; 10% County match required] for print and digital business materials, awarded to Washoe County Library by the Nevada State Library, Archives and Public Records through the Institute of Museum and Library Services for the retroactive grant period of September 1, 2025 to September 30, 2026; if approved, to direct Finance to make the necessary budget amendments.”*